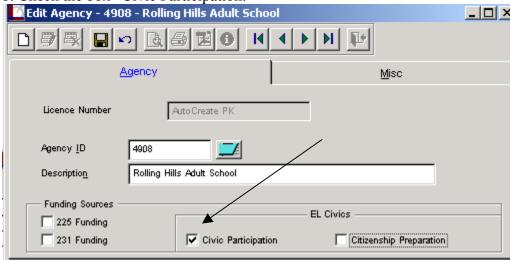
English Literacy and Civics Education (EL Civics) Civic Participation Additional Assessment Numbering

1. Agency Focus Area Assignment.

a. Open the agency record.

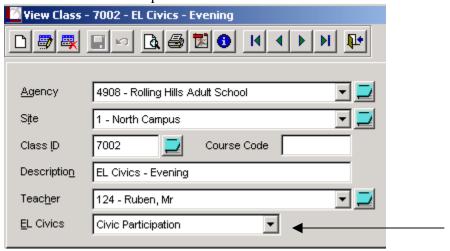
b. Check the box "Civic Participation."



c. Save the agency record.

2. Civic Participation Class Assignment.

- a. Open the Class Record for those classes that provide Civic Participation instruction.
- b. Select "Civic Participation" in the EL Civic.



c. Save the class record.

3. Additional Assessment Lister.

a. Open the additional assessment lister.

b. Click the "new" icon



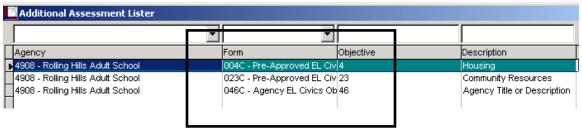
- c. Select the additional assessment number approved by CDE for your agency use. The example shows Pre-Approved EL Civics Objective 4 in the process of selection.
- d. Type in the title or description of the additional assessment in the description field.



e. Save the additional assessment.

4. Additional Assessment Form Numbers.

- a. Use CASAS form numbers 001C through 100C for additional assessment numbering in Civic Participation instruction.
- b. CASAS assigned TOPSpro form numbers 001C through 045C for CDE preapproved additional assessments and 046C through 100C for other additional assessments approved by CDE that the agency created.
- c. Additional assessment numbering depends on CDE approval. This example shows two pre-approved additional assessments and one other agency-created additional assessment.



List of Pre-Approved Civic Participation Additional Assessments Form Numbers

Competency Area	Form #	Description or Title
Consumer Economics	001C	Banking
	002C	Complaints
	003C	General
	004C	Housing – Obtain Services
	005C	Housing – Rights
	006C	Housing – Basic Issues
	007C	Insurance
Community Resources	008C	Advocacy
	009C	Childcare
	010C	Directory
	011C	Diversity
	012C	Department of Motor Vehicles
	013C	Education - School Systems
	014C	Education – Opportunities
	015C	Emergency – Available Services
	016C	Emergency – Procedures
	017C	Resolving Family Problems
	018C	Senior Services
	019C	Immigrant Resources
	020C	Parenting – Child's Extra-curricular Activities
	021C	Parenting Skills
	022C	Recreation
	023C	Resources
	024C	Security
	025C	Volunteers
Health	026C	Costs
	027C	Emergencies
	028C	Health Care
	029C	Insurance
	030C	Pharmacy
	031C	Substance Abuse
Employment	032C	Job Requirements
	033C	Resources – Training
	034C	Resources – Services
	035C	Rights
	036C	Safety
	037C	Soft Skills
Government and Law	038C	Citizenship Preparation – Basic Organizations
	039C	Citizenship Preparation – Voting
	040C	Citizenship Preparation – History and Government
	041C	Citizenship Preparation – Naturalization Process
	042C	Citizenship Preparation – People and Events
	043C	Environment
	044C	ID Cards
	045C	Law